



Farmland Conservation Easement Commission Minutes

Jefferson County Courthouse

311 S Center Ave, Rm 203

Jefferson, WI 53549

Monday, March 16, 2015 @ 12:30 pm

Members: Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), Mariah Hadler, and Blane Poulson.

1. Call to order:

The monthly meeting was called to order by Margaret Burlingham at 12:30 pm. Committee members Margaret Burlingham (Chair), Walt Christensen (Vice Chair), Steve Nass (Secretary), and Blane Poulson were present. Also in attendance were Gerry Kokkonen, Land & Water Conservation Department (LWCD), Kim Liakopoulos, LWCD, and Michelle Staff, Planning & Zoning Department. Mariah Hadler was excused.

2. Roll call (Establish a Quorum):

A quorum was established.

3. Certification of Compliance with the Open Meetings Law:

It was determined that the committee was in compliance with the Open Meetings Law.

4. Review of the March Agenda:

The March agenda was reviewed by the committee members. Margaret Burlingham requested moving item # 11 in front of item # 9. Steve Nass made a motion to approve the move, Walt Christensen seconded. Motion carried 4/0.

5. Public comment:

There were no comments at this time.

6. Communications:

There were no communications at this time.

7. Review & approval of the February 16, 2015 Meeting Minutes:

Walt Christensen made a motion to approve the February 16, 2015 meeting minutes as written, Blane Poulson seconded. Motion carried 4/0.

8. Discussion and possible action on PACE applications:

a. Greg Wilke, Town of Waterloo

Margaret Burlingham indicated that we're still waiting on a clear title of Greg Wilke's farm but informed the commission that he has finished the application to clear the title.

b. Cliff Haberman, Town of Milford

Margaret Burlingham told the commission that the reappraisal is complete and that we're waiting on word from NRCS to proceed.

c. Gary & Mary Ann Kunz Trust, Town of Sumner

Nothing new at this time. Margaret Burlingham is still waiting for information from NRCS.

d. Duane Koch, Town of Farmington

Nothing new at this time.

e. Timothy Hunn, Town of Aztalan

Nothing new at this time.

9. Discussion on the landownership changes, specifically the sale of Dale Neupert Parcel #030-0813-1733-002 (map included). Also discuss how this type of situation should be handled in the future:

Mark Watkins spoke to Skalisky, the man that bought the easement land from Dale Neupert, and Dale Neupert. Skalisky is aware of the easement. Neupert didn't know about the 90 day notice to the commission in regard to any changes to the land within the easement. Discussion included questions for the LWCD to present to Corporation Counsel. Margaret Burlingham will also contact NHLT for additional input and guidance.

10. Revised Application:

Margaret Burlingham has moved this agenda item to the April meeting.

11. Easement Process Flow Chart and Anticipated Workload Distribution:

See attached. The commission thought the flow chart was going to work very well and that we should start using it on our current applications. Steve Nass made a motion to add a legend and acronym sheet, Walt Christensen seconded. Motion carried 4/0. Revision will be available for review at the next scheduled meeting.

12. Jefferson County Land & Water Conservation Report on Baseline Documentation for Easements:

Gerry Kokkonen has established where Haberman's exclusion is located within the easement and will provide for the exception in the baseline.

13. Discussion on future events that the Farmland Conservation Easement Commission would like to participate in and Community Outreach:

Blane Poulson made a motion to approve a donation to add our logo to the volunteer shirts for the Jefferson County Dairy Breakfast, Steve Nass seconded. Motion carried 4/0.

4th Grade Farm Tour, Steve Nass will bring up impact fees for land annexing at the next Task Force meeting, Steve Nass will ask Phil Ristow to send a letter to the Jefferson County Bar Association to make them aware of our program, contact FFA teachers about the program, get the word out to city people, ask to add an agenda item to the next city of Fort Atkinson planning meeting

14. Future Meeting:

April 20, 2015 at 12:30 pm in Room 203.

15. Suggestions for the next Agenda:

Revised application, letter to landowners with violation information, 90 day disclaimer, post inspection.

16. Adjournment:

Blane Poulson made a motion to adjourn at 1:55 pm, Steve Nass seconded. Motion carried 4/0.